



**DEFENSE SECURITY COOPERATION AGENCY
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ARLINGTON, VA 22202-5408**

JAN 15 2009

**MEMORANDUM FOR DOD PERSONNEL ATTENDING 2009 AUSTRALIAN
AEROSPACE EXPOSITION**

**SUBJECT: Actual Expense Allowance (AEA) for DoD Personnel Attending 2009
Australian Aerospace Exposition**


DoD personnel supporting 2009 Australian Aerospace Exposition, Victoria, Australia are authorized to receive reimbursement using a special lodging rate.

DATES AND PURPOSE OF TRAVEL: This authorization covers the TDY of all DoD personnel either participating in or otherwise attending during 3-18 March 2009.

DETAILS OF VISIT: On 8 July 2008, the Principal Deputy Under Secretary of Defense for Policy approved DoD participation. Equipment will be exhibited and demonstrated, senior leaders plan to attend, and security assistance personnel are building schedules. Though the actual show dates are 10-15 March 2009, some personnel are required to arrive earlier and stay later.

MEMBERSHIP OF U.S. PARTY AND OTHER TRAVELERS: The senior DoD representative and other attendees are yet to be determined. An estimated 100 or less DoD personnel normally attend.

ARRANGEMENTS: There are no U.S. government facilities available for this DoD contingent. At the same time, international tradeshow stress room availability resulting in above normal rates. Thus, reservations are made months in advance. The Embassy coordinates lodging, security requirements, and other tradeshow support. The normal maximum rate is \$135. To accommodate this mission (JTR Appendix L), we recommend you approve a special rate of \$405 or 300% of maximum lodging plus tax. Hotel rates are subject to exchange rate changes based on 1USD = 1.46 Australian dollars. The DSCA point of contact is Raymond Lynn, (703) 601-4991.


**Beth M. McCormick
Deputy Director**